



# APPLICATION FOR OCCUPANCY PERMIT

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011

Ph: 636 227 1385, Ext. 118; Fax: 636 821 8099

**IT IS UNLAWFUL TO OCCUPY THE PREMISES BEFORE A PERMIT IS ISSUED.**

**PLEASE PRINT CLEARLY**

Complete all requested information. List the names of all those who will occupy this residence and the relationships to the Principal. Manchester City Ordinance does not allow more than three unrelated individuals to live in the same residence (Section 405.060). Any missing or incomplete information may delay issuance of the occupancy permit.

<b>RENTAL PROPERTY ADDRESS</b>			
<b>No. Bedrooms</b>		<b>Approved Date of Inspection</b>	
<b>St. Louis County Occupancy Limit</b>		<b>Move in Date</b>	
	<b>NAMES REQUIRED</b>		
<b>Principal Leaseholder</b>			<b>Head of Household</b>
<b>2<sup>ND</sup> Tenant</b>		<b>Relationship</b>	
<b>3<sup>rd</sup> Tenant</b>		<b>Relationship</b>	
<b>4<sup>th</sup> Tenant</b>		<b>Relationship</b>	
<b>5<sup>th</sup> Tenant</b>		<b>Relationship</b>	
<b>6<sup>th</sup> Tenant</b>		<b>Relationship</b>	
<b>Principal's Place of Employment</b>		<b>Work Phone</b>	
<b>Position</b>		<b>Home Phone</b>	

<b>Property Owner</b>			
<b>Owner Street Address</b>			
<b>Owner City/State/Zip</b>			
<b>Owner Phone</b>		<b>Fax</b>	
<b>Owner Email</b>			

I hereby certify that the information contained in this application is correct, the premises will be used strictly for dwelling purposes only, and that I will conform to all applicable laws of the City of Manchester

**Principal Leaseholder Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Principal Leaseholder (Please Print)** \_\_\_\_\_

<b>PLANNING AND ZONING USE ONLY</b>	<b>Occupancy Permit #</b>
-------------------------------------	---------------------------